



## **Small Business COVID-19 Relief Grants**

### **Program Guidelines**

The Eagle Mountain Chamber of Commerce (EMCC), in partnership with Facebook, has established a grant fund to support small businesses in Eagle Mountain affected by COVID-19.

Grant application will be available April 29th-May 8th, 2020. Up to \$200,000 in grant funds available.

### **Eligibility Criteria**

- Business has a physical presence in Eagle Mountain or surrounding area
- Business is your primary source of income
- Business has 30 or less FTE (full-time equivalent employees)
- Business demonstrates an income loss due to COVID-19, incurred after March 1, 2020
- Business demonstrates a need for working capital to support payroll expenses, rent, mortgage payments, utility expenses, or other similar expenses that occur in the ordinary course of business
- Must be a member of the EMCC, or willing to become a member if awarded a grant

### **Award Details**

Grants are intended to provide funding to help eligible small businesses replace lost revenue needed for operational costs incurred between March 1, 2020 and May 31, 2020. Costs may include:

- Payroll for employees
- Rent/mortgage
- Utilities
- Other operational or similar expenses that occur in the ordinary course of the recipient's business

### **Selection Process & Award Amounts**

All applications submitted will be reviewed by the EMCC Grant Review Committee. Amounts awarded will be based on demonstrated needs.

## **Distribution of Funds**

Once a decision has been made, the applicant will be notified regarding the approval amount of the award. Upon acceptance of the grant award, the EMCC will arrange direct deposit for grant funds through electronic funds transfer.

## **Before you Apply**

Please make sure you have the following information about your business ready to submit:

- Information regarding how COVID 19 has adversely impacted your business (and ability to provide supporting documentation)
- Monthly expenses (rent/mortgage, utilities, payroll, etc.)
- Forecasted monthly revenue loss for March - May 2020
- Proof of business license
- Any additional aid received or applied for, if
  1. What aid have you applied for?
  2. Have you received the aid applied for?
  3. Have you been denied aid applied for and why? (i.e. Small Business Stabilization Fund, SBA Disaster Loan, franchise assistance, etc.)

## **How to apply**

- Fill in all applicable fields of the application on Google form <https://forms.gle/8TdejooEukBEPsGD8>
- Ensure that any required documentation has been uploaded
- Sign and click "Submit"

## **Applicant/Grant Recipient Confidentiality Information**

The EMCC will not share an applicant's or grant recipient's proprietary and confidential data with any third parties, except as needed during the grant review, disbursement and monitoring process, and as required by applicable law. Applicant and grant recipient data will not be sold. The information contained herein is subject to the actual grant agreement and the written terms and conditions contained therein, as the same may be amended from time to time. The EMCC also reserves the right to make the final determination of any person's or organization's eligibility and/or qualifications for program benefits, and to make allocation of program benefits as it may, in sole discretion deemed appropriate. In addition, if you receive grant funds and at the time of award are not a chamber member, you agree that you will receive a free year of membership. After which time you will automatically be enrolled as a member of the Chamber.

# FACEBOOK